

## ADVERTISEMENT FOR A/E SERVICES

The U.S. Consulate General Shanghai is looking for a firm to provide Architectural services for the renovation of an existing 533.3 sqm office suite in Shanghai, China; estimated construction cost for this project is between USD 100,000 and USD 250,000. **Please note that this is an advertisement for Architectural and Engineering (A&E) services only. The firm selected for this A&E contract may not (is prohibited by U.S. regulation) from bidding on the related construction project.**

Firms responding to this announcement on or before the closing date listed below will be considered for selection using the following **evaluation criteria** in descending order of importance:

- Relevant, professional qualifications of the firm in the type of work required for projects having a construction value of at least USD 250,000 in the past three years;
- Specialized experience and technical competence in the type of work required;
- Demonstrated success on similar projects in terms of quality of work and compliance with performance schedules, cost/schedule controls and program/project management techniques. Briefly describe internal quality assurance and cost control procedures and indicate effectiveness by listing budget/estimated construction cost, award amount, final design estimate and construction changes for five recent projects;
- Personnel capacity to accomplish the work in the required time (including but not limited to staff and management experience, Knowledge of locality of project; and, necessary licenses and insurance);
- Although previous or ongoing performance of a similar U.S. Government contract is not required for firms responding to this solicitation, if such contracts have been performed, the offeror must have performed at a satisfactory level;
- Familiarity with U.S. government security and engineering specifications is preferred, but not required.

Acceptable responses to the advertisement will consist of:

- Descriptive literature relative to a firm's capabilities as listed above;
- Completed SF-330 (please contact the email address below for a copy of this form);
- Description of previous or similar projects done by the firm;
- Licensing and insurance documentation;

- Resumes or curricula vitae for key personnel of the A/E firm.

We will evaluate firms responding to this letter or advertisement by the criteria listed above and the procedures identified in the Brooks Law. The Consulate will select for negotiation the licensed firm that demonstrates the best qualifications.

**Replies to this advertisement with a completed Standard Form 330, (available upon request), must be received not later than 5 PM local time on September 7, 2012.**

Please send requests for information to [cumminske@state.gov](mailto:cumminske@state.gov).